

Lake County Illinois

*Lake County Courthouse and Administrative Complex
18 N. County Street
Waukegan, IL 60085-4351*



Minutes Report - Draft

Wednesday, July 19, 2017

2:30 PM

2nd floor Conference Room - Central Permit Facility
500 W. Winchester Road, Libertyville, IL

Housing and Community Development Commission

1. ROLL CALL

Chairman Rose called the meeting of the Housing and Community Development Commission (HCDC) to order at 2:42 p.m.

Guests: Robert Shears, Ben Richards and Taylor Danes of Youth Conservation Corps; Mary Ellen Tamasy of Lake County Residential Development Corporation; Bev Saiz of Little City Foundation; and Travis J. Haley

Staff: Jodi Gingiss, Brenda O'Connell, Monika Bobo, Eric Foote, Dominic Strezo and Laura Walley

Present 10 - Glenn Swanson, Virginia Mulligan, Janet Swartz, Carol Calabresa, Mary Cunningham, Diane Hewitt, Michael Meehan, Ray Rose, Anne Flanigan Bassi and Bethany Williams

Excused 5 - Joe Mancino, Dan Venturi, Joel Sikes, Linda Pedersen and Sandy Hart

2. APPROVAL OF MINUTES

2.1 17-0783

Approval of the June 1, 2017 Minutes

Attachments: [6.01.17 Minutes.pdf](#)

A motion was made by Commissioner Cunningham, seconded by Commissioner Mulligan, to approve the June 1, 2017 minutes. The motion carried by the following vote:

Aye 8 - Commissioner Swanson, Commissioner Mulligan, Commissioner Swartz, Commissioner Calabresa, Commissioner Cunningham, Commissioner Hewitt, Commissioner Meehan and Chairman Rose

Abstain 2 - Commissioner Flanigan Bassi and Commissioner Williams

3. CHAIR'S REMARKS

Chairman Rose welcomed two new members, Anne Flanigan Bassi and Bethany Williams, to the Housing and Community Development Commission and asked them to introduce themselves. Commissioner Bassi said that she is from Highland Park and has served as the Moraine Township Supervisor for 4 years. Prior to that position, she served as a County Board Commissioner for 10 years. Commissioner Williams stated that she is from Green Oaks and works for Lake County Partners. Previously, she was a research analyst for the Lake County Workforce Development Board. Chairman Rose stated that he felt that it was important that their backgrounds were recognized, as it lets the community know the make-up of the HCDC and what expertise is provided. The HCDC welcomed the new members.

4. PUBLIC COMMENTS (items not on the agenda)

Commissioner Swartz spoke as a member of the Lake County Housing Action Coalition regarding an upcoming bill that would continue the fees collected to assist those affected by the foreclosure crisis. She said that the continuation of these fees would greatly impact the County's efforts on behalf of the displaced households, as well as help to prevent further foreclosures. Commissioner Swartz asked those present to please contact their legislators to urge Governor Rauner to approve the bill. She also asked that Lake County

reach out in support of the bill.

5. OLD BUSINESS

There was no old business.

6. NEW BUSINESS

6.1 17-0777

ServicePoint Referral Network: June 30 Launch Update

Presented by Jodi Gingiss, Community Development Administrator; Brenda O'Connell, Continuum of Care Program Coordinator; and Eric Foote, Planner

6.2 17-0778

Presentation: Consolidated Annual Performance Evaluation Report (CAPER) PY2016

Presented by Monika Bobo, Planner; Eric Foote, Planner; and Dominic Strezo, Environmental Project Coordinator

6.3 17-0781

Goal #9 Create Low/Mod Income Jobs: 2017 Recommendation

- Since the target funding amount for Goal #9 (Create Low/Mod Income Jobs) is limited and the likelihood of a robust applicant pool for this new goal was low (due to low stakeholder awareness), the Public Improvements Advisory & Recommendation Committee (ARC) for the first two years (2015 & 2016) of the 2015-19 Consolidated Plan recommended different pilot funding initiatives ranging from manufacturing hiring incentives to small business loans to façade rehabilitation.
- For 2017, the HCDC included Goal #9: Create Low/Mod Income Jobs in the Public Improvements application, but no applications were received. As a result, staff was directed to identify a Job Creation project proposal for HCDC consideration.
- Staff interviewed several non-profit organizations working on job creation and identified only one with a new job creation project ready for funding in 2017: Youth Conservation Corps (YCC). Staff recommends investment of \$143,251 of 2017 Goal #9 funds for YCC to develop new full-time adult work crews for its existing housing remodeling and deconstruction work. YCC intends to hire between 6 and 22 (depending on other funding) full-time construction laborers from its youth corps. Additional information is contained in the attached Proposal.

Attachments: [Goal9_2015_Program_Proposal.pdf](#)
[Goal9_2016_Pilot_Program_Proposal.pdf](#)
[Goal9_2017_Pilot_Program_Proposal.pdf](#)
[Letter of Commitment.pdf](#)

Presented by Dominic Strezo, Environmental Project Coordinator

Mr. Bob Shears and Mr. Ben Richards, of Youth Conservation Corps, answered questions on sustainability of the proposed job creation project, the program's age requirements and the employee retention expectation.

A motion was made by Commissioner Cunningham, seconded by Commissioner Meehan, to approve the Youth Conservation Corps' new job creation project for Goal #9) Create Low/Mod Income Jobs, providing \$143,251 in PY2017 CDBG

funding. The motion carried by the following vote:

Aye 10 - Commissioner Swanson, Commissioner Mulligan, Commissioner Swartz, Commissioner Calabresa, Commissioner Cunningham, Commissioner Hewitt, Commissioner Meehan, Chairman Rose, Commissioner Flanigan Bassi and Commissioner Williams

6.4 17-0562

PUBLIC HEARING - 2016 Consolidated Annual Performance & Evaluation Report (CAPER) & 2017 Annual Action Plan for the U.S. Department of Housing & Urban Development (HUD)
There were no comment request cards submitted for the 2016 Consolidated Annual Performance and Evaluation Report (CAPER) and 2017 Annual Action Plan Public Hearing. Those in attendance were asked if they had any comment that they would like to place into the record. There were no public comments offered.

6.5 17-0779

2016 Consolidated Annual Performance and Evaluation Report (CAPER) - HCDC Acceptance

- The CAPER is a required annual report of our grant activities. It is a follow up to the Action Plan. The 2016 CAPER reports accomplishments during the 2016 program year (May 1, 2016 to April 30, 2017) for Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG) and HOME Investment Partnership (HOME) funds.
- The complete CAPER is available attached and on the Lake County website.

Attachments: [CAPER 2016 LC.pdf](#)

Chairman Rose asked for a motion to approve the 2016 Consolidated Annual Performance & Evaluation Report (CAPER).

A motion was made by Commissioner Hewitt, seconded by Commissioner Williams, to approve the Consolidated Annual Performance and Evaluation Report (CAPER) and forward it to the Housing & Community Services Committee for approval. The motion carried by the following vote:

Aye 9 - Commissioner Swanson, Commissioner Mulligan, Commissioner Swartz, Commissioner Calabresa, Commissioner Cunningham, Commissioner Hewitt, Chairman Rose, Commissioner Flanigan Bassi and Commissioner Williams

Not Present 1 - Commissioner Meehan

6.6 17-0550

Joint resolution approving the 2017 Housing and Community Development Annual Action Plan, authorizing all necessary correspondence for the distribution and implementation of the plan with the United States Department of Housing and Urban Development (HUD).

- Following an initial Public Hearing on February 15, 2017 and two subsequent thirty-day public comment periods, a second public hearing on the 2017 Action Plan was held at the Housing and Community Development (HCDC) Commission meeting on July 19, 2017 before the recommendations advance to the Lake County Board for consideration.
- The fiscal year (FY) 2017 budget of the HUD has been finalized at the federal level. Lake County's combination of Community Development Block Grant (CDBG), HOME Investment Partnership (HOME) and Emergency Solutions Grant (ESG) funds total \$3,998,914 which is an increase of 1.2 percent from the previous year, with the largest increase in HOME by \$32,478 (plus 2.9 percent) to \$1,157,197.

- The HCDC Commission voted to recommend the 2017 Action Plan for HCDC to the Health and Community Services and the Financial and Administrative Committees for their approval and recommendation that the plan be adopted by the Lake County Board at its August 8, 2017 meeting.
- During the Health and Community Services Committee meeting on August 1, 2017, an amendment was made to reallocate \$45,000 in the Lake County Affordable Housing Program funds from new senior rental housing in Mundelein (PIRHL, LLC) to Catholic Charities for emergency shelter (motel vouchers) for flood victims and general homelessness prevention.

Attachments: [2017 Lake County Consortium AAP.pdf](#)

Presented by Jodi Gingiss, Community Development Administrator

A motion was made by Commissioner Swartz, seconded by Commissioner Hewitt, to approve the Joint resolution approving the 2017 Annual Action Plan and authorizing all necessary correspondence for the distribution and implementation of the Plan with HUD with the inclusion of the increased Emergency Solutions Grant funds of \$160,378. The motion carried by the following vote:

Aye 10 - Commissioner Swanson, Commissioner Mulligan, Commissioner Swartz, Commissioner Calabresa, Commissioner Cunningham, Commissioner Hewitt, Commissioner Meehan, Chairman Rose, Commissioner Flanigan Bassi and Commissioner Williams

7. STAFF REPORTS

Jodi Gingiss thanked staff for their work on the 2016 CAPER and the 2017 Action Plan. She then presented updates on the Zion Woods affordable housing project and the Family First elevator installation project.

8. ADJOURNMENT

A motion was made by Commissioner Cunningham, seconded by Commissioner Calabresa, to adjourn the meeting at 3:57 p.m. The motion carried by the following vote:

Aye 10 - Commissioner Swanson, Commissioner Mulligan, Commissioner Swartz, Commissioner Calabresa, Commissioner Cunningham, Commissioner Hewitt, Commissioner Meehan, Chairman Rose, Commissioner Flanigan Bassi and Commissioner Williams